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OGC 7-0757

31 May 1957

MEMORANDUM FOR: Office of Training

THROUGH: Deputy Director (Support)

SUBJECT: [] - Training Evaluation
Report

25X1A

1. I feel it is appropriate for me to comment on the Training Evaluation Report from the Office of Training on Mr. [] as he has been in my office in the past and is expected to take an overseas post for this office in the near future. I have, therefore, known him personally and officially for a considerable period of time and feel that my estimate of him should be on record together with the Office of Training evaluation.

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2. Mr. [] has had a wide and varied experience with the Government, both in Washington and abroad. I have found he puts this experience, as well as his legal training, to very good effect in handling the varied problems where I have had an opportunity to observe them. In particular, his ability to analyze the problems and present the main issues has been amply demonstrated. When disagreements have arisen we have argued them frankly and I have found Mr. [] intelligent and honest in his convictions.

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3. Before the Training Evaluation Report was received Mr. [] repeatedly mentioned to me his high opinion of the OFC as a whole. I have talked to him since reading the report and he continues to believe the course is an excellent one, although there are certain portions which he feels could be of

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more benefit to the students if conducted on a somewhat different basis. I understand he has submitted his views in this respect to the Office of Training in writing. I trust this critique will be accepted in the spirit in which I believe it was given, namely to offer constructive suggestions. He and I both believe the course was beneficial to him, particularly in the light of his new assignment, and I believe that he will continue to perform in a highly capable manner as he has demonstrated in the past.

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LAWRENCE R. HOUSTON
General Counsel

Att-Training Report-

*CC: Official Personnel File
OTR Training File*

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23 April 1957

MEMORANDUM FOR: Division Chief

THROUGH: Training Officer, SA/DDS

FROM: Assessment and Evaluation Staff

SUBJECT: Training Evaluation Report, [REDACTED]

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1. The attached Training Evaluation Report summarizes the observation and measurement of the student's performance in all aspects of this training course. The Assessment and Evaluation Staff has additional information about this individual's capabilities, interests, and attitudes. These characteristics are of importance in interpreting this student's report. If the report or the additional information is inconsistent with the supervisor's observation or expectations, or if they reflect serious deficiencies in terms of specific job requirements, a discussion with representatives of this office is recommended.

2. Mr. [REDACTED] is a very able person who has developed characteristics which were most effective for success in the kind of work he has been doing such as "negotiating classified agreements and formulating recommendations by [REDACTED] to interested agencies in Washington for policies adopted by the U.S." (from Request for Internal Training). These characteristics, however, were a disservice in the OFC where different problems and procedures are involved. His negative reactions are understandable from a man who has gained considerable success and respect in the past. They may have no relevance to his present position but perhaps should be considered if an assignment requiring flexibility outside his area of specialization is required.

3. If you wish to discuss this further, please contact the Referral [REDACTED]

FOR THE DIRECTOR OF TRAINING:

[REDACTED]

Assessment and Evaluation Staff
Office of Training

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Adjectival Ratings

The adjectival ratings are defined as follows:

SUPERIOR: The student demonstrated outstanding ability or proficiency in meeting this course objective or goal; he indicated an unusually thorough knowledge of the material presented, or, if skills are involved, he demonstrated that he is one of the most effective individuals in this area.

EXCELLENT: The student showed unusual competence, skill, or ability in meeting this objective or goal; he demonstrated a thorough grasp of the presented material, or, if skills are involved, he demonstrated that he can perform in an extremely effective manner in this area.

SATISFACTORY: The student met this objective in a competent or adequate manner; he demonstrated a good understanding and grasp of the information presented, or, if skills are involved, he demonstrated sufficient competence to operate effectively in this area.

POOR: Although the student may have met some of the standards set for minimum achievement of this course goal or objective, he demonstrated serious gaps in knowledge or sufficient lack of skills to be of doubtful competence.

FAILURE: The student was unable to grasp the concepts or information presented, or demonstrated that he had not acquired the necessary information and skills to operate at even minimum capacity in this area.

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